



# County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA  
Chief Executive Officer

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

January 17, 2013

TO: Audit Committee  
Board of Supervisors

FROM: William T Fujioka  
Chief Executive Officer

A handwritten signature in black ink, appearing to be "WTF", is placed next to the name and title of the sender.

SUBJECT: REVIEW OF BOARD POLICY NO. 9.080

After review of the attached Board Policy No. 9.080, Solicitation Activities by Registered and Certified Employee Organizations, it is recommended that no revisions be made to this policy other than extending the Sunset Review date.

If you have any questions, please contact Rhonda Albey of the Benefits, Compensation Policy, and Employee Relations Division at (213) 974-2508.

WTF:JA  
RA:rld

Attachment

Review of board policy 9.080

*"To Enrich Lives Through Effective And Caring Service"*

**Please Conserve Paper – This Document and Copies are Two-Sided  
Intra-County Correspondence Sent Electronically Only**



*Los Angeles County*  
**BOARD OF SUPERVISORS POLICY MANUAL**

Policy #:	Title:	Effective Date:
9.080	Solicitation Activities By Registered And Certified Employee Organizations	03/01/95

### **PURPOSE**

---

Establishes an orderly, uniform and equitable policy by which certified and registered employee organizations may gain access to County facilities for the purpose of marketing insurance products to County employees.

### **REFERENCE**

---

March 1, 1995 Board Order, Synopsis 12 Los Angeles County Code, Section 13.16.020, Exceptions to Soliciting on County Property

November 11, 1998 Director of Personnel Memo "POLICY: SOLICITATION ACTIVITIES BY REGISTERED AND CERTIFIED EMPLOYEE ORGANIZATIONS"

### **POLICY**

---

Any certified or registered employee organization seeking access to a County facility shall submit a written request at least seven days in advance to the Department Head, or his/her designee having administrative responsibility for the affected facility (hereinafter referred to as the "Building Manager"). The written request must be signed by an authorized representative of the sponsoring employee organization and must provide specifics as to the date, time, facility agency representative and other specifics requested by the County. All employee organizations engaging in solicitation activities on County premises must comply with guidelines defined by the County and the Building Manager.

### **RESPONSIBLE DEPARTMENT**

---

Chief Executive Office, in conjunction with the Auditor-Controller and County Counsel.

### **DATE ISSUED/SUNSET DATE**

---

Issue Date: March 1, 1995

Sunset Date: March 1, 2009